

DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A 127 East Oak Street, Juneau, WI 53039

Date: April 5, 2018

Call to order: The meeting was called to order by Supervisor Dennis Schmidt at 5:00 p.m. with the following members present: **Dennis Schmidt, Mark Roesch, Cathy Houchin, Jeff Caine, Kira Sheahan-Malloy.**

Also present: Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barb Brooks, Administrative Secretary; Jim Mielke, Dodge County Administrator; Julie Kolp, Finance Director; Becky Bell, Human Services; Dale Schmidt, Sheriff; Jeff Berres, County Board; Nicholas Hraban, Officer; Phil Hraban, (citizen); Ed Zagorski, Watertown Daily Times

Public Forum: Officer Nicholas Hraban informed the Committee of his concerns of safety issues at J-pod.

Minutes: A motion was made by Cathy Houchin and seconded by Mark Roesch to approve the minutes from the March 1, 2018 meeting and allow the chairman to go out of order to efficiently conduct the meeting: Motion carried.

Correspondence and Announcements: None

Committee Member Reports: None

The Committee left meeting Room 1A, First Floor Administration Building to tour and view proposed changes to the entry area of the Law Enforcement Center (J-pod), located at 141 N. Main Street and Room 1099 of the Dodge County Justice Facility, located at 216 W. Center Street, Juneau at 5:22 p.m. The Committee returned to Meeting Room 1A, First Floor Administration Building after the tour to complete remaining business on Agenda at 6:02 p.m.

Review, Consider, Take Action, Regarding Office Space Request for Family Court Commissioner information was given to, and reviewed by the Committee.

Review, Consider, Take Action, Door Request, Room 1099 Courthouse, Review Budget Fund Transfers the Committee was given the quote from Maas Brothers for this request. A motion was made by Kira Sheahan-Malloy and seconded by Cathy Houchin to deny door request in Room 1099. Motion carried. Committee was informed of the money transfer for floor scrubbers.

Review, Consider, Take Action regarding office space for Dodge County Purchasing Agent – 1st Floor Administration Building Committee was informed of the location, and Julie Kolp updated the Committee on the purpose of the location. The Purchasing Agent will start on April 30, 2018. A motion was made by Kira Sheahan-Malloy and seconded by Jeff Caine to approve office space for the Dodge County Purchasing Agent on 1st Floor of the Administration Building. Motion carried.

Building Security Issues:

- Review, consider, Take Action Glass for County Clerk's Office *a proposal from Hometown Glass was presented to the Committee in the amount of \$6110 with an additional cost of \$270 to install 3M Ultra S600 Safety Film. A motion was made by Jeff Caine and seconded by Kira Sheahan-Malloy to approve the bullet resistant glass with talking window, and additional 3M Ultra S600 Safety Film not to exceed \$7,500. Motion carried.*
- Review, consider, Take Action, Cameras in Stairwells – Administration Building *Committee was updated on the locations of the cameras to be installed, and cost of each camera in the*

amount of \$460, total for (4) cameras being \$1840. A motion was made by Cathy Houchin and seconded by Kira Sheahan-Malloy to approve installation of (4) cameras with wiring being done by Maintenance. Motion carried.

- *March 23rd Tour of Jefferson County Security Entrance has Security Booth, and Metal Detector. Becky Bell informed the Committee of security systems at other Human Services Facilities.*

Report on Maintenance Projects

- *Access Control to Doors Physical Facilities Director stated this was covered under Building Security Issues.*
- *Floor Scrubbers Purchase (3) from Nassco with a quote of \$2598 each.*
- *Signage – A quote from Graphic House was presented to the Committee for new Exterior, Uniform signage with LED lighting for Hwy 26, East Oak Street, and North Main Street.*
- *Clocks will be replaced as they break, the remainder will be budgeted for in 2019.*

Dodge County Detention Facility

- *Ariel Lift was budgeted for but we could use this money for Signage, and budget for Ariel Lift in 2019.*
- *Status of Revenue/Expenditure Analysis close to having ready to present to the County Board. Information, and dollar amounts will be presented at the joint meeting with the Judicial and Public Protection Committee in May.*

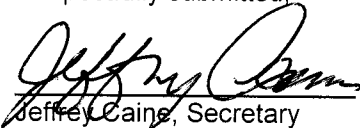
Establish future meeting date *Thursday, May10, 2018 at 5:00 p.m.*

- *Tentative Meeting with Judicial and Public Protection Committee Wednesday, May 7, 2018 at 5:00 p.m.*

Adjournment:

There being no further business to come before this committee, the meeting was adjourned by Supervisor Dennis Schmidt at 7:45 p.m.

Respectfully submitted,


Jeffrey Caine, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.